

City of Lake Alfred
City Hall
120 E. Pomelo Street
Lake Alfred, FL 33850



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**AGENDA
CITY COMMISSION MEETING
THURSDAY SEPTEMBER 6, 2018
7:30 PM
CITY HALL**

CALL TO ORDER: MAYOR CHARLES LAKE

INVOCATION AND PLEDGE OF ALLEGIANCE: REV. MIKE JONES

ROLL CALL: DEPUTY CITY CLERK MAMIE DRANE

CITY MANAGER & CITY ATTORNEY ANNOUNCEMENTS

RECOGNITION OF CITIZENS: ITEMS THAT ARE NOT PUBLIC HEARINGS

PROCLAMATION: CANCER AWARENESS MONTH

CONSENT AGENDA

- 1.) CITY COMMISSION MEETING MINUTES FOR AUGUST 20, 2018
- 2.) CITY COMMISSION ANNOUNCEMENTS
- 3.) BOARD APPOINTMENTS

RECESS CITY COMMISSION

COMMUNITY REDEVELOPMENT AGENCY (CRA) BOARD

CALL TO ORDER: CHAIR CHARLES LAKE

- 1.) CRA MEETING MINUTES FOR JULY 24, 2017
- 2.) CRA RESOLUTION 01-18: CAPITAL IMPROVEMENT PROGRAM & BUDGET

ADJOURN

RECONVENE CITY COMMISSION

AGENDA

- 1.) PUBLIC HEARING: ORDINANCE 1401-18: CAPITAL IMPROVEMENT COMPREHENSIVE PLAN AMENDMENT
- 2.) PUBLIC HEARING: TENTATIVE MILLAGE RATE
- 3.) PUBLIC HEARING: ORDINANCE 1402-18: FY 2018/2019 ANNUAL BUDGET

RECOGNITION OF CITIZENS: (PLEASE LIMIT YOUR COMMENTS TO 5 MINUTES.)

COMMISSIONER QUESTIONS AND COMMENTS:

Should any person decide to appeal any decision made at a meeting, or any meeting announced in this agenda, such person will need a record of the proceedings and may need to ensure that a verbatim record of the proceedings is made. In accordance with the American with Disabilities Act, persons with disabilities needing special accommodations to participate in this proceeding should contact the City Clerk not later than four days prior to the proceeding at 863- 291-5748.

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**VICE MAYOR DEARMIN
COMMISSIONER DALEY
COMMISSIONER DUNCAN**

**COMMISSIONER MAULTSBY
MAYOR LAKE
ADJOURN**

**LAKE ALFRED CITY COMMISSION MEETING
SEPTEMBER 6, 2018**

CONSENT AGENDA

All matters listed under this item are considered to be routine and action will be taken by one motion without discussion. If discussion is requested by a Commissioner, that item(s) will be removed from the Consent Agenda and considered separately.

1.) AUGUST 20, 2018 CITY COMMISSION MEETING MINUTES

ATTACHMENTS:

- Draft Minutes

ANALYSIS: Please review the minutes at your earliest convenience and if there are any questions, comments or concerns please contact the City Clerk, Ameen Bailey or Deputy City Clerk Mamie Drane at (863) 291-5748.

2.) CITY COMMISSION ANNOUNCEMENTS

ANALYSIS: Each of the meetings/ events scheduled below may constitute a public meeting at which two or more City Commissioners or Board Members may attend and discuss issues that may come before the City Commissioners.

Date	Meeting/ event	Location	Time
September 11	Planning Board	City Hall	6:00 pm
September 13	Ridge League of Cities Dinner	Haines City	6:30 pm
September 17	Board of Adjustment	City Hall	5:00 pm
September 18	Pension Board Meetings	City Hall	3:00 pm
September 20	Code Enforcement Special Magistrate	City Hall	3:00 pm
September 20	Parks and Recreation Board	City Hall	6:00 pm

**LAKE ALFRED CITY COMMISSION MEETING
SEPTEMBER 6, 2018**

3.) BOARD APPOINTMENT

ISSUE: The City Commission will consider approval of the annual City board reappointments.

ATTACHMENTS:

- Resignation – Yvonne Thornton term to expire 10/31/18
- Application – Brent Eden
- Application – Ron Schelfo

ANALYSIS: The City maintains various boards that are both essential to and benefit the City including the Parks & Recreation Board. All Board members serve for three (3) year terms and the following boards have opening or members up for renewal. All appointments end on October 31st.

Parks and Recreation Board

This Board was established to advise the City Commission on matters regarding recreational activities and use of lands designated as City parks. The Board consists of five (5) regular members and up to two (2) alternates. There are currently (4) members on the Board. The proposed appointments serve to renew and appoint new members to fill the board and create a membership rotation.

- Mike Jones - regular member, term to expire 2019
- Gary Johnson – regular member, term to expire 2019

Proposed Appointments

- Becky Roach, renewal as an alternate effective 11/1/18, term to expire 2020
- David Fawcett – renewal, regular member, term to expire 2020
- Ron Schelfo – new appointment to complete term for Yvonne Thornton and then serve a complete term as regular member to expire 2021
- Brent Eden – new appointment starting 11/1/18, regular member, term to expire 2021

STAFF RECOMMENDATION: Approval of the proposed board appointments

**LAKE ALFRED CITY COMMISSION MEETING
SEPTEMBER 6, 2018**

COMMUNITY REDEVELOPMENT AGENCY AGENDA

1.) JULY 24, 2017 CRA MEETING MINUTES

ATTACHMENTS:

- Draft Minutes

ANALYSIS: Please review the minutes at your earliest convenience and if there are any questions, comments or concerns please contact the City Clerk, Ameen Bailey at (863) 291-5748.

STAFF RECOMMENDATION: Approval of CRA Minutes.

**LAKE ALFRED CITY COMMISSION MEETING
SEPTEMBER 6, 2018**

2.) CRA RESOLUTION 01-18: ANNUAL CAPITAL IMPROVEMENT PROGRAM & BUDGET

ISSUE: The CRA Board shall consider approval of the Capital Improvement Program and FY 18/19 & FY 19/20 Operating Budgets for the Community Redevelopment Agency.

ATTACHMENTS:

- CRA Resolution 01-18
- CRA CIP & Budget

ANALYSIS: The proposed capital improvement program (CIP) for the Community Redevelopment Agency (CRA) is consistent with previous budget presentations. It includes \$175,000 for the Fruitland Park Playground project and \$40,000 for site specific plans for Central and Lions Park in the first year 18/19 budget consistent with the Parks and Recreation Master Plan.

The second year budget and remaining years of the CIP show \$80,000 each year being set aside for future projects and \$25,000 beginning in FY 19/20 to fund a façade grant program which can be utilized by businesses in the downtown corridor that wish to make exterior improvements consistent with the downtown master plan. Staff will begin drafting details of the façade grant program in the upcoming year for consideration by the Board.

The CRA has shown considerable growth since its inception growing from a budget of only \$20,000 in FY 15/16; to \$50,000 in FY 16/17; \$90,000 in FY 17/18; and \$130,000 in the proposed FY 18/19 year. The new construction we are seeing in downtown combined with the site work preparation that is underway at Gapway will also have a substantial impact to the CRA budget as the projects are developed and come onto the tax rolls. This will allow the City to more aggressively pursue projects within the CRA area that have been identified in both the Parks and Recreation and Downtown Master Plans (e.g. streetscaping, road improvements (Orange), Central/Lions Park).

STAFF RECOMMENDATION: Approval of CRA Resolution 01-18.

**LAKE ALFRED CITY COMMISSION MEETING
SEPTEMBER 6, 2018**

CITY COMMISSION AGENDA

**1). ORDINANCE 1401-18: CAPITAL IMPROVEMENT COMPREHENSIVE PLAN
AMENDMENTS**

ISSUE: The City of Lake Alfred will consider a City-initiated text amendment to the City of Lake Alfred Comprehensive Plan to update the Capital Improvement Plan.

ATTACHMENTS:

- Ordinance 1401-18
- Planning Board Meeting Minutes Excerpt
- April Capital Presentation (for reference)

ANALYSIS: The Florida Statutes requires local governments to update and adopt a 5-Year Schedule Capital of Improvements Plan. This update includes fiscal years 2018/2019 through 2022/2023. The 5-year Schedule of Capital Improvements consists of items identified in the Capital Improvement Program portion of the City's Operating Budget that implement specific objectives and policies contained in the Comprehensive Plan.

On July 10, 2018, the Planning Board gave a unanimous recommendation of approval. The proposed ordinance includes the final CIP that has been updated from the April presentation. If the City Commission approves the ordinance on first reading the proposed text amendment will be submitted to the Florida Department of Economic Opportunity (FDEO) for review prior to a second and final reading.

STAFF RECOMMENDATION: Approval of Ordinance 1401-18 on first reading and to transmit to the Florida Department of Economic Opportunity for review.

**LAKE ALFRED CITY COMMISSION MEETING
SEPTEMBER 6, 2018**

- 2.) **PUBLIC HEARING: TENTATIVE MILLAGE RATE**
 - 3.) **PUBLIC HEARING: ORDINANCE 1402-18: FY 2018/2019 ANNUAL BUDGET**
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ISSUE: The City Commission will consider an ordinance for the adoption of the tentative 2018/2019 Annual Operating Budget on first reading.

ATTACHMENTS:

- Ordinance No. 1402-18 with 2018/2019 Budget attached as Exhibit A.

ANALYSIS: Beginning in April of this year the City Commission has been presented and has given approval to the various draft sections of the FY 2018/2019 annual operating budget including: Capital, Expenditures, Revenue, and Payroll.

The proposed FY 2018/2019 budget assembles the previously approved sections into the final budget with updates from July's experience and obtaining final revenue and expenditure projections. The proposed budgets are balanced with the proposed millage rate of 7.239 which is equal to the current year millage rate. The substantive changes following previous presentations are:

- Additional SRO position funded by charter school contract (Total of 4 SRO positions)
- \$25,000 for 50% split of IT Specialist with City of Auburndale consistent with position plan (Due to loss of Chief Nelson who handled a great deal of the IT needs of the police department in Auburndale).
- \$150,000 from assigned reserves and park impact fees for Mackay trail improvements due to new development (trail lighting and exercise equipment) and to rebuild 'school house' for wedding venue.
- Added Park/Land Superintendent to personnel growth plan in FY 20/21.
- Moved Lions/Central site specific planning costs to the CRA.
- Changed COLA from 2.5% to 2.8%

STAFF RECOMMENDATION:

1. Approval of a tentative millage rate of 7.2390
2. Approval of Ordinance 1402-18 on first reading.

The final budget with any corrections will be combined with any associated attachments and supplemental information and be presented along with the final millage rate on Thursday September 20, 2018.